



SHARE Membership Meeting

Thursday, December 9, 2020 at 2:30 p.m.

Illinois Heartland Library System

6725 Goshen Road, Edwardsville, Illinois 62025

via [Zoom](#)

Minutes

Welcome: Jenna Dauer (Smithton PLD), President, SHARE Executive Council. She began the meeting by thanking the staff and SHARE committees. She gave the SHARE Executive Council report, including the committee recommendation that member libraries work together for billing. She also updated the membership about a proposed change to SHARE governance, where public library size representation for medium and large libraries would change. Under this proposal medium libraries would be defined as 10,001-25,000 and large libraries would be defined as 25,001 or more.

SHARE Report: Cassandra Thompson, SHARE Director thanked SHARE members, committee members, and staff. She discussed SHARE's response to COVID-19 and the lessons learned. She stated that SHARE has 344 members at 478 locations, with 4 new members. She also shared the increase in usage and participation in cloudLibrary, with a total of 244 participants. She also announced a \$125,000 grant from the Illinois State Library. Over \$50,000 in new titles have already been purchased, and SHARE member library staff will be involved with the remainder of selection.

Shelley Stone, SHARE Manager for Bibliographic Services shared projects that the Bibliographic Services supervisors are working on, including trainings like the monthly catalogers training session. She reported that there were 943 participants in the last fiscal year. In addition, barcoding training is now fully virtual, with cataloging classes having been moved to virtual as well, with a series going now and a new series beginning in March. In FY2020, there were 9,644 items cataloged in FY2020. She stated that SHARE has the best catalogers around.

She also reported on the Cataloging Maintenance Center has also been providing statewide trainings, including Moodle courses and a series called Online with the CMC, with 514 participants in FY2020. The CMC is funded by a grant from the Illinois State Library, and provides specialized service in special collections, authority records, and database cleanup. They also presented at conferences: Reaching Forward, Reaching Forward South, and at group meetings for the SWAN and PrairieCat automation group. She thanked Dr. Pamela Thomas for her work making the CMC recognized statewide.

She also shared that there are several new transitional members that are hard at work on barcoding, including Potomac Public Library District, Meridian Jr/Sr High School, Gillespie Jr/Sr High School and Ben-Gil Elementary School, and the Marissa Jr/Sr High School.

Dena Porter, SHARE Administrative Services Supervisor introduced members to the SHARE staff, including the SHARE staff services team, the SHARE administrative services team, the

SHARE Bibliographic Services team, and the IHLS IT team, so that members could put faces to names. She also shared instructions for using Leap, getting access to SHARE trainings, and encouraged libraries to get familiar with the new L2.

Troy Brown, IHLS IT Director started by stating that he is so happy that this consortium formed, even with all of the challenges, because increased sharing ability is a better solution for all of our members. He stated that Polaris has proven to be the best decision and is still the best in the field. He shared that Polaris is moving towards Leap, with new features and innovation moving there instead of the staff client. He also encouraged libraries to consider a mobile app, because patrons do not go to websites on mobile devices. There are two companies under consideration, and the SHARE committees are reviewing based on fit and pricing.

IHLS Report: Ellen Popit, IHLS Associate Director shared that there will be a Members Matter meeting on Friday with Greg McCormick from the Illinois State Library. The Per Capita grant will be due on 3/15/2021. There are also proposed changes to the administrative code, including non-resident cards to veterans and children, the Cards for Kids program. There is also a proposal to offer non-residents e-resources only cards. In addition, certifications will open mid-February in L2. If you have any trouble with L2, you can submit a help desk ticket. Lastly, she gave an update on the ILA legislative initiatives, which have been scaled back to promote libraries and how they have been serving communities during the pandemic.

Susan Palmer, IHLS Operations Director stated that while numbers are going up, IHLS remains positive. She described the decision making process with an advisory working group, which helps inform how delivery decisions may impact member libraries. The group recently decided to drop the quarantine from 5 days to 3 days, but explained that it may take several weeks for delivery to catch up and get those items delivered. The three days starts when the item was last touched.

Circulation & Resource Sharing Committee Report: Esther Curry (C.E. Brehm MPLD), Chair, stated that the focus was on COVID procedures and quarantine, with no pending vote from that committee this year. There were discussions regarding auto-renewal and General Materials Designation (GMD), but no changes at this time.

Bibliographic & Cataloging Standards Committee Report: Jacob Pahde (Rochester PLD), Chair, stated that the committee has changed meetings to quarterly, as they are now in the process of “fine tuning” existing policies and procedures. There are three proposals that are up for vote, including procedures for ISBD punctuation, self published items, and recording publication and copyright dates. As Esther Curry stated, there was also a robust discussion about the GMD, but will remain the same right now.

E-Resources Committee Report: Ryan Johnson (O’Fallon PL), Chair, stated that the SHARE E-Resources Committee has been reviewing mobile apps, including Solus and Capira, while being mindful of the members various needs. The process will continue into 2021, with a recommendation to members at a later date. He also stated that the committee has been reviewing the cloudLibrary platform and increased demand. There was a recent change to increase the max number of holds to six and turn on reading history. This is blocked from library

staff unless reading history is also on in Polaris. The committee is also monitoring the RBdigital transition to OverDrive.

Finance & Policy Committee Report: Miranda Shake (Lakeview College of Nursing Library), Chair, stated that in FY2020, members approved a fee increase, changed the governance to allow committees to make minor changes, and established a tiered voting system for items affecting only cataloging libraries and cloudLibrary members.

She also gave a review of SHARE's financial status. Scheffel Boyle issued a unmodified or clean opinion for the FY2020 IHLS and SHARE audit. At the end of FY2020, our operating activity, revenue over expenditures \$123,502.22, or 9.23% of our \$1,338,818.68 budgeted revenue. This was due to staff vacancies and canceled travel due to COVID-19.

As of October 31, 2020, IHLS has billed 96.9% of SHARE's fees for services and materials, with 95% of accounts collected. These percentages are even higher than the previous fiscal year.

Other News and Information: Electronic voting on all proposed changes will open on December 16, 2020.

Questions & Answers: None.

Public Comment: None.

Announcements: None.

Adjournment: The meeting adjourned at 4:00 p.m.